



Alan C. Lloyd, Ph.D.
Agency Secretary

State Water Resources Control Board



Arnold Schwarzenegger
Governor

Division of Water Rights

1001 I Street, 14th Floor ♦ Sacramento, California 95814 ♦ (916) 341-5300
Mailing Address: P.O. Box 2000 ♦ Sacramento, California ♦ 95812-2000
FAX (916) 341-5400 ♦ Web Site Address: <http://www.swrcb.ca.gov>
Division of Water Rights: <http://www.waterrights.ca.gov>

March 2006

NOTICE TO WATER RIGHT LICENSEE

Enclosed is your Report of Licensee form for 2003, 2004, and 2005.

The Report of Licensee is used to (1) update our ownership records, (2) determine if you are in compliance with the terms and conditions of your water right license, and (3) determine your water right project status, including the amount of water beneficially used.

If your water project is covered by two or more water rights, you should only report your diversion and use of water for the project covered by the water right number listed on the form. The total amount diverted and used under multiple water rights should not be combined and reported on a single form.

The Report of Licensee is mailed in three-year intervals. The Division determines the reporting cycle alphabetically based on the first letter of the owner's or agent's last name, or the first letter of the company's name that has been authorized to receive water right-related mail. The current mailing cycle is for names starting with J through R, covering about one-third of the active water right licenses. A change in the owner, agent, or company name authorized to receive mail may change the reporting cycle. Future reporting cycles will cover names starting with S through Z for 2004, 2005, and 2006, and names starting with A through I for 2005, 2006, and 2007.

HOW TO FILE THIS REPORT:

Your completed Report of Licensee form is due by **May 1, 2006**. You can submit the Report of Licensee form either by mail or fax to:

Mail: Division of Water Rights, P.O. Box 2000, Sacramento, CA 95812-2000.

Fax: (916) 341-5400.

If you fax the Report of Licensee form, you do not have to mail it. Due to budget constraints, on-line reporting will not be available this year.

REQUIRED NOTIFICATION OF CHANGE IN OWNERSHIP

Please review and update the ownership information listed on the Report of Licensee. For new owners, we need the complete name, mailing address, and phone number. Your county assessor office or title company does not notify us of any ownership updates. Regulations require that you, as the owner of the water right, notify us directly of any changes. Failure to do so may result in your liability to pay annual fees.

California Environmental Protection Agency

(Continues on Reverse)

POTENTIAL CREDITS MUST BE CLAIMED

An appropriative water right can be reduced or revoked through five continuous years of nonuse. However, the California Water Code specifies that under certain conditions, no reduction or loss of the appropriative water right shall occur due to: (1) water conservation efforts, (2) use of recycled, desalinated, or polluted water, and/or (3) conjunctive use of groundwater and surface water. Any credit claim based on Conservation of Water (Water Code section 1011), Water Quality and Wastewater Reclamation (section 1010), or Conjunctive Use of Surface Water and Groundwater (section 1011.5) must be reported on page 2 of the enclosed Report of Licensee form. Failure to report the amounts will deprive you of the benefits allowed under the applicable Water Code sections.

Please complete and return the Report of Licensee form by **May 1, 2006**. Thank you for your cooperation.

If you have any questions or need assistance with completing the form, please call the Division staff person on phone duty at (916) 341-5300.

Sincerely,

John O'Hagan, Chief
Enforcement Section
Division of Water Rights

Enclosure